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CHAL 0707  
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11 September 1959

## MEMORANDUM FOR:

SUBJECT: Reports Control Manual 55-3

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1. Transmitted herewith is a Reports Control Manual developed by [redacted] The message formats contained herein have been designed to provide a brief and efficient means of controlling air missions and for providing Headquarters (or any remote location) with an established means of maintaining the up-to-the-minute status of aircraft, equipment, and personnel. It is strongly believed that standardization of directives from the controlling Headquarters to operational detachments is essential for the efficient and effective control of air operations.

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2. This system will be exercised in Headquarters from the Control Center [redacted] a facility which operates twenty-four hours a day and which is responsible for maintaining the status of and executing control over air assets and operations on a world-wide basis. Into this Control Center is fed all of the ingredients which must be passed to the executing detachment. These are the requirements, political approval and weather forecasts. The Control Center also performs the liaison and coordination with other Agencies and the military services which, of necessity, either support the missions or must be kept informed.

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3. It is realized that the information and data contained within the Reports Control Manual message formats may, in some cases, be similar to that required by CSI's or field regulations. This apparent duplication is recognized, but is considered acceptable in that the [redacted] system is intended to provide a standardized means for control and reporting of fast moving situations, as well as for routine missions which may have been a long time in planning. In addition to [redacted] messages, [redacted] operations will issue Operations Policy Letters covering subjects other than those currently in the Manual.

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4. Of note is the fact that this system provides that flight plans originate in Headquarters. It is realized that this is a reversal of the normal procedures, especially in the case of [redacted]. However, it is believed that this system will be more efficient, will require less cable traffic, and place the flow of information in a designated order. Of particular importance to [redacted] is the information provided in the [redacted] message and the

Operations Policy Letter dealing with flight following. This is considered quite necessary in order to provide one central location which will give the location and status of all air assets, personnel, and equipment in the event it is needed on short notice. It will further tend to increase the efficiency of the use of such assets.

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5. While it is [redacted] intent and desire to place most of the responsibility for execution of the mission on the detachments, it is realized that considerable advance planning and coordination between many stations involved is necessary. For this reason and for those operations which are staged away from the normal operating location, [redacted] will issue an Operations Order. This Operations Order will be in the form of a normal five paragraph military Operations Order and will include instructions and information for coordination purposes for all stations and/or supporting elements involved. This Operations Order will be transmitted to all stations and bases participating.

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6. It is requested that all addressees study these attachments with a view toward improvement. It is emphasized that it is not [redacted] intent to over-control the detachments; rather, in time and as detachment procedures are developed, [redacted] intends to transfer much of the control and responsibility formerly exercised by Headquarters to the detachments. Within a short time and depending upon the response from the detachments [redacted] will institute test exercises to enable all concerned to become very familiar with the system and to provide them with experience upon which they can develop local procedures which will be consistent with this method of operating. It is hoped that all inconsistencies can be corrected in time to place this procedure in operation by 15 October 1959. For this reason, it is requested that any significant recommendations be cabled to Headquarters in time to meet this date.

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